



Managed Risk Medical Insurance Board

1000 G Street, Suite 450

Sacramento, CA 95814

(916) 324-4695 FAX: (916) 327-6245

www.mrmib.ca.gov

JOB OPPORTUNITY BULLETIN

*Join an exciting, fast-paced, and highly visible office!
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RE-ADVERTISEMENT

Staff Programmer Analyst (Specialist) or Associate Programmer Analyst (Specialist)

Monthly Salary: (SPA) \$5,065 - \$6,466 or (APA) \$4,619 - \$5,897

One Permanent/Full-Time Position

Location: Downtown Sacramento

Position Number: 443-600-1581-XXX

Refer to Job ID#10-ADM

Final Filing Date: November 19, 2010

General Statement of Duties:

Under the general direction of the Chief Information Officer, the incumbent independently performs programming and analytical tasks, and provides program analysts technical direction on projects that are complex in nature and broad in scope. Although the Board's focus is on health programs, expertise in programming for health services research, even though desirable, is not mandatory.

This position requires the ability to analyze, design, develop, and maintain the Pre-Existing Conditions Insurance Plan (PCIP) encounter and claims data collected from the PCIP plan contractors and ensures the department meets all State and federal regulations.

Essential Qualifications:

1. Strong SAS programming experience in data management, statistical analysis, data manipulation, extraction, and interpretation.
2. Knowledge of SAS programming including macros, data mining, statistical modeling, online analytical processing (OLAP), or strong transferable programming skills in PL/SQL or MS SQL Server.
3. Effectively communicate orally and in writing with management, co-workers, vendors, and the public.
4. Prior experience working with FTP portals, Flat Files, moving data across platforms.
5. Ability to multi-task and meet deadlines.
6. Strong computer skills, including experience with Microsoft Word, Excel and Access.
7. Maintain good working habits and adhere to all policies and procedures.
8. Demonstrate the ability to work independently as well as a member of a team.
9. Ability to follow written and verbal directions.
10. Have excellent attendance and reliability.

Other Expectations:

1. Demonstrates commitment to maintaining a work environment free from discrimination and sexual harassment.
2. Demonstrates commitment to performing duties in a service-oriented manner.
2. Strong analytical and database programming skills.
3. Prior background knowledge and experience in research, statistics, finance or economics is a plus but not a requirement.
4. Demonstrate the ability to work independently and creatively on complex or sensitive issues.
5. Demonstrate the ability to coordinate and communicate with others with varying levels of programming and information systems knowledge while promoting productivity, accuracy and teamwork.
6. Ability to analyze situations and take effective action using initiative, resourcefulness and good judgment.

Who May Apply:

Individuals who have status in the classification Staff or Associate Programmer Analyst (Spec), or are on a list, can transfer or have reinstatement eligibility may apply. The duties will be modified accordingly based on the classification in which the hire is made. Only the most qualified candidates will be interviewed. Hire may be restricted to SROA or surplus state employees. Interested parties should submit a Std. 678, State Application (available at www.spb.ca.gov). **IN THE EXPLANATIONS SECTION YOU MUST LIST THE JOB ID #10-ADM, THE POSITION #443-600-1581-XXX AND THE BASIS OF ELIGIBILITY. FOR LIST ELIGIBLE CANDIDATES, ATTACH YOUR EXAM RESULTS. Send to:**

**Managed Risk Medical Insurance Board
1000 G Street, Suite 450
Sacramento, CA 95814
Attn: Robin Conover – Personnel**

Applications must be RECEIVED in the Personnel Office by 5:00 p.m. on the Final Filing Date: November 19, 2010.

If you have questions regarding this information, please contact Robin Conover at (916) 445-3940.

Equal Employment Opportunity Employer to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation.